**Early Help – Team around the Family Meetings Template**

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| **Name of Child(ren):** |
| **Date of TAF Meeting:** |
| **People present at TAF meeting:** |
| **Review family plan and update with any agreed further action:** |
| **Next steps:** |
| **Can the Early Help Assessment be closed?** |
| **Yes – outline reason for closure** |
| **No – Agreed review date:** |
| **Child / young person’s comments on the TAF meeting and the actions identified:** |
| **Parent/carer’s comments on the TAF meeting and the actions identified:** |
| **Review Notes:** |